

CA-PMM**Project Name:** Construction Management System (CMS)**OCIO Project #:** 2660-415**Department:** Transportation**Revision Date:** 7/6/09**Status Report****Progress Report -- Team Member to Project Manager****Current Task Summary**

Task or Deliverable	Scheduled Completion Date	Actual Completion Date	Issues?
Release of Request For Proposal (RFP).	6/11/08	3/9/10	Change of procurement strategy, and impact from the State mandatory (3-day per month) furlough program.
Contract Approval	7/1/09	9/21/11	Complexities of new procurement process which will be open to all vendor or solution types. The mandatory furlough program (through June 2010) adds 36 working days of delays.
CMS Project Implementation	6/4/12	9/30/14	Uncertainties of CMS solution (to be proposed by vendors via the "open" procurement process).

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Status Report

Accomplished this month

- The new direction received from the OCIO was documented by the CMS Project Manager in a memo submitted to the CMS Project Sponsor on 6/16/09 -- documenting the change of CMS procurement strategy (now open to all vendor and solution types) and its related impacts to the project;
- Held the CMS Advisory Committee meeting on 6/17/09 and provided updates to the committee with regards to the new procurement strategy and its related impacts on project schedule, budget, and scope. The OCIO liaison was present at the meeting and he indicated his support of utilizing mandatory/optional business requirements for (previously grouped functionality in) phases 5, 6 and 7 to help manage the concerns that project cost may potentially exceed currently approved budget if the full scope of the project were included in the RFP as originally envisioned in the FSR;
- Created a baseline project schedule to account for the complexities of the new procurement strategy and its associated delays;
- Held CMS Project Committee meeting on 6/10 and provided updates to the project committee with the new procurement strategy;
- Submitted a draft BCP to Budget and Capital Outlay Support Program on 7/2/09 to start the BCP review and approval process;
- A draft SPR is currently under development by the CMS team -- will be submitted to IT PMO for review when completed;
- IT PM contract amendment was approved on 6/9/09 and contract was extended to 8/31/2010;
- Held CMS Project Team meetings; Held two RFP working sessions (6/24/09 & 7/1/09) to clarify and revise CMS requirements to make sure that they are consistent with the new procurement strategy;
- Received confirmation from DGS analyst (Denise Cristoni) on 6/25/09 (in a forwarded email), in which the original email dated 6/24/09 was from OCIO (John Correia) to DGS Procurement Division (Marjorie Rubenstein), clarifying the OCIO direction to the CMS project team with regard to the new procurement strategy. The OCIO clarified in its original email that the procurement process should not be one that is driven by SB 954 (Solutions Based) and that it should still be the standard RFP process set forth for the originally proposed custom solution, but the procurement will be open to vendors who might propose solutions such as COTS, MOTS, SaaS or ASP, in addition to a custom solution; DGS responded to the OCIO's email on 6/25/09, in which DGS PD confirmed its concurrence with the plans to move forward with the procurement phase to solicit all types of solutions including, but not limited to COTS, MOTS, SaaS/ASP, in addition to a custom solution.

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Facilitate and coordinate the review and approval of BCP and SPR;
Continue working sessions for RFP revision;
Continue revision of ITPP;
Continue with the following activities:

- Updating CMS Project Plans,
- Data conversion planning for CAS, EWB and other systems,
- Identifying business rule changes associated with the system implementation,
- Identifying impacts to construction policy and procedures,
- Planning change management, publicity and public relations,
- Forms analysis, and
- System interfaces.

Status Summary	Yes/No	Explanation
Will all assigned tasks be accomplished by their due date?	No	Delays due to the change of project strategy and the OCIO reversal of earlier conceptual approval of custom development strategy. Additional 36 working days of delay due to the mandatory (3-day per month) furlough program.
Are there any planned tasks that won't be completed?	No	See above
Are there problems which affect your ability to accomplish assigned tasks?	Yes	See above
Do you plan to take time off that is not currently scheduled?	Yes	Vacation 8/3/09 - 8/10/09. Someone will be acting.

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Issue Number	Description	Due Date	Status
1	FY 2009-10 Finance Letter (FL) was denied by DOF.	2/13/09	Existing approved funding in FY 2009-10 and FY 2010-11 may be in jeopardy if not reappropriated to outer years.
2	FY 2010-11 Budget Change Proposal (BCP) due to DOF	9/14/09	Under development. Draft in review.
3	Mandatory State furlough program (3-day per month through June 2010).	6/30/10	The mandatory furlough program will add a total of 36 working days of project delays.

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Questions	Yes/No	Cause	Impact	Action Required
1. Were recent milestones completed on schedule?	No	Change of project strategy.	Delay of RFP release.	Need to revise SPR and RFP.
2. Were any key milestones or deliverables rescheduled?	Yes	Change of project strategy.	Delay of RFP and Contract Approval.	Revise SPR and redistribute existing funds
3. Was work done that was not planned?	Yes	Change of project strategy.	Rework of RFP, evaluation criteria, and ITPP.	Revise RFP, evaluation criteria, and ITPP.
4. Were there any changes to scope?	No	Proposed scope reduction has been set aside due to a change in procurement strategy.	Possible funding shortfall to deliver the full scope as originally envisioned in the FSR.	May need to cut scope to reduce project cost.
5. Were tasks added that were not originally estimated?	Yes	Added tasks for State DOT survey, RFI, and rework of SPR, RFP, and ITPP.	Delay of project schedule, and added costs for consultants/staff.	Revise SPR to address schedule delay and added costs.
6. Were any tasks or milestones removed?	No			
7. Were any scheduled tasks not started?	Yes	Change of project strategy.	Delay of RFP and Contract Approval.	Delay impacted tasks.
8. Are there any new major issues?	Yes	Denial of FY 2009-10 Finance Letter	Possible funding shortfall due to lapsing of FY 09-10 project funds.	Redistribution of existing funding via a BCP, will require DOF approval.
9. Are there any staffing problems?	Yes	Due to change of procurement strategy, RFP is delayed and rework is needed.	Acquisition specialist and IV&V consultants may not be available when needed.	Reliance on back-up staff who may be less knowledgeable and not familiar with the project.

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Questions	Yes/No	Impact	Action Required
1. Will upcoming critical path milestones or deliverables be delayed?	Yes	Rework of SPR, RFP, evaluation criteria, and ITPP.	Concurrent revision and review of critical deliverables.
2. Do any key milestones or deliverables need to be rescheduled?	Yes	SPR, BCP, RFP, Contract Award.	Concurrent revision and review of critical deliverables.
3. Is there any unplanned work that needs to be done?	Yes	Rework of SPR, RFP, ITPP and change of procurement process will delay the Contract Approval.	Get early buy-in from the OCIO as the RFP is being developed.
4. Are there any expected or recommended changes to scope?	Yes	Scope reduction to reduce cost or business requirements.	Reduce business requirements to accommodate COTS or ASP solutions, and/or to reduce cost for MOTS or custom solution.
5. Are there any tasks not originally estimated that will need to be added?	No		
6. Are there any tasks or milestones that should be removed from the plan?	No		
7. Are there any scheduled tasks whose start will likely be delayed?	Yes	RFP release, bidders' conference, contract award.	Concurrent revision and review of critical deliverables.
8. Are any major new issues foreseeable?	Yes	If BCP is rejected by DOF, project will have critical funding shortfall.	Work through OCIO to get DOF confirmation that redistribution of FY 09-10 funds will be allowed.
9. Are any staffing problems anticipated?	Yes	Acquisition specialist and IV&V consultants may not be available when needed.	Reliance on back-up staff who may be less knowledgeable and not familiar with the project.

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Status Report

Current Status and Accomplishments:

*Describe deliverables completed and milestones met during **this reporting period**.*

See "Accomplished This Month" section above.

Project Milestones:

List key milestones and their dates from the project schedule.

Milestone	Target Date	Forecast Date	Status	Cause & Impact to Implementation Date	Date Completed
RFP Release	6/11/08	3/9/10	Delayed	Change of procurement strategy and State mandatory furlough program will delay the project implementation.	
Contract Approval	7/1/09	9/21/11	Delayed	Change of procurement strategy will delay the project implementation.	
Implementation	6/4/12	9/30/14	Delayed	Change of procurement strategy will delay the project implementation.	

CA-PMM**Project Name:** Construction Management System (CMS)**OCIO Project #:** 2660-415**Department:** Transportation**Revision Date:** 7/6/09**Status Report****Variances**

Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule			y	Will submit a SPR to move out the project milestones and schedules. Will submit a BCP to reapportion project funding consistent with new project schedule.
Milestones			y	Will submit a SPR to move out the project milestones and schedules. Will submit a BCP to reapportion project funding consistent with new project schedule.
Deliverables		y		Will submit a SPR to move out the project milestones and schedules. Will submit a BCP to reapportion project funding consistent with new project schedule.
Resources		y		Will submit a SPR to move out the project milestones and schedules. Will submit a BCP to reapportion project funding consistent with new project schedule.
OneTime Cost	y			
Continuing Cost	y			

CA-PMM**Project Name:** Construction Management System (CMS)**OCIO Project #:** 2660-415**Department:** Transportation**Revision Date:** 7/6/09**Status Report****Status Reports – Sponsor to Steering Committee****Summary Milestones and Highlights**

Project Milestones: <i>List key milestones and their dates from the project schedule. Explain in issues section if a milestone's status is behind.</i>					
Milestone	Target Date	Forecast Date	Status	If Delayed, Impact to Implementation Date	Date Completed
RFP Release	6/11/08	3/9/10	Delayed	Change of procurement strategy and State mandatory furlough program will delay the project implementation.	
Contract Approval	7/1/09	9/21/11	Delayed	Change of procurement strategy will delay the project implementation.	
Implementation	6/4/12	9/30/14	Delayed	Change of procurement strategy will delay the project implementation.	

Variances

Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".

* Priority of schedule, scope, budget, and quality from Final Ranking established in the Priority Analysis

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule			y	Will submit a SPR to move out the project milestones and schedules. Will submit a BCP to reapportion project funding consistent with new project schedule.
Milestones			y	Will submit a SPR to move out the project milestones and schedules. Will submit a BCP to reapportion project funding consistent with new project schedule.
Deliverables		y		Will submit a SPR to move out the project milestones and schedules. Will submit a BCP to reapportion project funding consistent with new project schedule.
Resources		y		Will submit a SPR to move out the project milestones and schedules. Will submit a BCP to reapportion project funding consistent with new project schedule.
One Time Cost	y			
Continuing Cost	y			

CA-PMM**Project Name:** Construction Management System (CMS)**OCIO Project #:** 2660-415**Department:** Transportation**Revision Date:** 7/6/09**Status Report****Monitoring Vital Signs Scorecard**

Vital Sign	Variance	Value	Your Score
1. Customer Buy-In	High Degree of Buy-In	0	0
	Medium Degree of Buy-In	1	
	Low Degree of Buy-In	2	
2. Technology Viability	Strong Viability	0	1
	Medium Viability	1	
	Weak Viability	2	
3. Status of the Critical Path (delay)	<5%	0	2
	5% to 10%	1	
	>10%	2	
4. Cost-to-Date vs. Estimated Cost-to-Date (higher)	<5%	0	1
	5% to 10%	1	
	>10%	2	
5. High-Probability, High-Impact Risks	0 to 3	0	1
	4 to 6	1	
	>6	2	
6. Unresolved Issues (on time resolution)	On time	0	2
	Late with no impact	1	
	Late impacting the critical path	2	
7. Sponsorship Commitment	Fully engaged	0	0
	Partially engaged	1	
	Inadequate enagement	2	
8. Strategy Alignment	Strong alignment	0	1
	Partial alignment	1	
	Weak or no alignment	2	
9. Value-to-Business	Strong	0	0
	Medium	1	
	Weak	2	

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10. Vendor Viability (provide rationale for the rating in the field following the scorecard)	Strong	0	1
	Medium	1	
	Weak	2	
11. Milestone Hit Rate (rate of achievement as planned)	>90% on time	0	1
	80-90% on time	1	
	<80% on time	2	
12. Deliverable Hit Rate (rate of production as planned)	>90% on time	0	1
	80-90% on time	1	
	<80% on time	2	
13. Actual vs. Planned Resources	>90% assigned and available	0	1
	80-90% assigned and available	1	
	<80% assigned and available	2	
14. Overtime Utilization (% of effort that is overtime)	<15%	0	0
	15-25%	1	
	>25%	2	
15. Team Effectiveness	Highly Effective	0	0
	Moderately Effective	1	
	Ineffective	2	
Total			12

Green = 0 - 8

Yellow = 9 - 19

Red = 20+

Vendor Viability Rating Rationale

Vendor viability is uncertain at this time because of the "open" nature of the procurement process. The variability of potential vendor is now wide open because of the change in procurement strategy that is open to all solution types (COTS, MOTS, integration of multiple COTS, SaaS or ASP hosted solution, and custom developed solution). The viability of vendors will become clearer when all vendor-proposed solutions are evaluated. However, based on the RFI conducted in 2008, no vendor seemed to have an overall best fit solution.